

MORaine VALLEY COMMUNITY COLLEGE
9000 West College Parkway
Palos Hills, IL 60465

Governing Board of Moraine Valley Community College, Community College District #524, Regular Meeting, 6:00 PM, Tuesday, October 19, 2021, Building M, Moraine Business & Conference Center Moraine Rooms 2&3, 9000 West College Parkway, Palos Hills, Illinois 60465. Hybrid meeting to be held in person and online in a virtual format, pursuant to the State of Illinois Executive Orders, with all meeting content and public comments, via phone or otherwise, being recorded. Access is provided by teleconference online via www.morainevalley.edu/BOTOct19 or by phone 1-312-535-8110 with Meeting ID 2620 165 2599, p/w RDd89CarHd8 (73389227 from phones).

A G E N D A

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **MINUTES**
 - 1) Unapproved Minutes - Regular Meeting, September 21, 2021
4. **AUDIENCE PARTICIPATION**
5. **BOARD REPORTS AND/OR REQUESTS**
 - 1) ACCT Annual Convention Report - B. Barrett, P. Murphy
 - 2) Student Trustee Report – Wietasch
6. **REPORTS OF ADMINISTRATION**
 - 1) President's Report
 - FY2021 Audit Report
 - Enrollment Report
7. **COMMUNICATIONS**
 - 1) Letter from Illinois Academic Advising Association (ILACADA) re Award as Outstanding Academic Advising Administrator (Sumeet Singh)
 - 2) Letter from Illinois Academic Advising Association (ILACADA) re Award as Outstanding Academic Advisor (Kimberly Golk)
 - 3) Letter from Government Finance Officers Association (GFOA) re Certificate of Achievement for Excellence in Financial Reporting (FY2020 Comprehensive Annual Financial Report/CAFR)
8. **FINANCIAL STATEMENT**
 - 1) Treasurer's Report
 - 2) Financial Records Summary
 - 3) Investments
9. **WARRANTS**

CONSENT AGENDA (Agenda Items 9 - 12) (*items included for action)

- 1) * Account Expenditure Summaries (including Travel Expense Reimbursements)
- 2) * Education Fund
- 3) * Operation & Maintenance Fund
- 4) * Operation & Maintenance Restricted Fund
- 5) * Bond & Interest Fund
- 6) * Auxiliary Fund
- 7) * Restricted Purpose Fund
- 8) * Working Cash Fund
- 9) * Trust and Agency Fund
- 10) * Audit Fund

- 11) * Liability, Protection and Settlement Fund
- 10. **REPORT OF PERSONNEL**
 - 1) * Full-Time
 - 2) * Part-Time/Supplemental/Other
 - 3) Salary Revisions
 - 4) Leave of Absence (LOA)
 - 5) * Resignations/Terminations
 - a. * Retirement - Support Staff
 - 6) * Reclassifications (Promotions, Transfers, Corrections, etc.)
- 11. **UNFINISHED BUSINESS**
- 12. **NEW BUSINESS**
 - 1) * Affiliation Agreement with Riveredge Hospital (Nursing)
 - 2) * Affiliation Agreement with University of Chicago Medical Center - Ingalls Hospital (Phlebotomy)
 - 3) * Acceptance of FY2020 Audit
 - 4) * Acceptance of FY2021 Audit
 - 5) * Learning Management System (LMS) Renewal Proposal
- 13. **MISCELLANEOUS**
- 14. **AUDIENCE PARTICIPATION**
- 15. **CLOSED SESSION** - Motion to adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel for the public body, and collective negotiating matters between the public body and its employees or their representatives, pursuant to Section 2(c)(1) and Section 2(c)(2) of the Illinois Open Meetings Act.
- 16. **ADJOURNMENT**

APPROVED

**MORAIN VALLEY COMMUNITY COLLEGE
9000 West College Parkway
Palos Hills, IL 60465**

The Governing Board of Moraine Valley Community College, District No. 524, Public Hearing on the Budget, was held on Tuesday, August 17, 2021, in Building M, Moraine Business & Conference Center Moraine Rooms 2&3, 9000 West College Parkway, Palos Hills, Illinois, 60465. Meeting was held in-person and online, pursuant to the State of Illinois Executive Orders and Gubernatorial Disaster Proclamations, with all meeting content and public comments, via phone or otherwise, being recorded. Public notice was given pursuant to the Open Meetings Act Section 42.02.

I. CALL TO ORDER

The meeting was called to order by Chair Brian O’Neill at 6:00 PM.

II. ROLL CALL

Present: Brian O’Neill, Chair; Bernadette Barrett; John Coleman; Beth McElroy Kirkwood; Joseph Murphy; Delilah Wietasch, Student Trustee

Absent: Kimberly Hastings Cristelli; Patricia Joan Murphy

Chair O’Neill requested anyone calling in to state their name when speaking or making a motion for the record. He also asked those not speaking to keep their devices on mute.

Chair O’Neill indicated for the record that per Illinois Governor Pritzker’s disaster proclamation through August 21, 2021, allows the temporary suspension of the Open Meetings Act (OMA) requirements for a quorum of members to be physically present, allowing call-in trustee participation to constitute a quorum. He also noted that this meeting is being conducted as a hybrid, with both in-person and virtual participation.

III. BUDGET PRESENTATION

Ms. Theresa O’Carroll, Vice President, Financial and Business Services/College Treasurer, provided an overview of the FY’22 budget, identifying projected revenues and expenditures in the college's general education and operations & maintenance funds. She reported that she presented this balanced operating budget at the June Board retreat and the only changes made since then were updates to state and federal revenue based

on exact figures and an updated fund balance incorporating the closing entries for the month of June. She noted that the college's account structure follows the Illinois Community College Board's fiscal management manual. Total projected Operating Fund revenues by source indicate that the college receives 16.8% from the state government, 35.1% from local taxes, 42% from tuition and fees, and new this year, 3.5% from the federal government, and 2.6% from other sources. Ms. O'Carroll shared five-year trends for Operating Fund Revenues, showing the changes in funding sources for the college's operating fund revenues over a five-year period. FY'22 total operating fund revenue is projected at \$94,099,767 and total operating fund expenditures are projected at \$94,099,767. She reviewed the Operations and Maintenance Restricted Fund, outlined budgeted capital projects for FY22, and reviewed the Auxiliary Enterprises Fund, Bond and Interest Fund, Restricted Purposes Fund, Audit Fund, and Liability and Protection Fund. Total projected revenues for all funds is \$204,914,885; total projected expenditures for all funds is \$206,147,212. Ms. O'Carroll indicated that this is still a balanced operating budget. Some of the projected expenditures are for capital improvement projects for which funds have already been designated and are being held in restricted purpose accounts. She also noted that while the State Universities Retirement System (SURS), not the college, pays retirement service, new governmental accounting rules require the college to recognize both the on-behalf contribution of revenue and the matching expense in its financial reporting.

IV. PUBLIC HEARING

Mr. O'Neill opened the floor for any public comments on the budget, which has been on public display for 30 days. There was no audience participation regarding the budget.

V. ADJOURNMENT

The meeting adjourned at 6:18 PM.

APPROVED

**MORAIN VALLEY COMMUNITY COLLEGE
9000 West College Parkway
Palos Hills, IL 60465**

The Governing Board of Moraine Valley Community College, District No. 524, Regular Meeting immediately following the Public Hearing on the Budget, was held on Tuesday, August 17, 2021, in Building M, Moraine Business & Conference Center Moraine Rooms 2&3, 9000 West College Parkway, Palos Hills, Illinois, 60465. Meeting was held in-person and online, pursuant to the State of Illinois Executive Orders and Gubernatorial Disaster Proclamations, with all meeting content and public comments, via phone or otherwise, being recorded.

I. CALL TO ORDER

The meeting was called to order by Chair Brian O’Neill at 6:19 PM.

II. ROLL CALL

Present: Brian O’Neill, Chair; Bernadette Barrett; John Coleman; Beth McElroy Kirkwood; Joseph Murphy; Patricia Joan Murphy (arrived 6:20PM); Delilah Wietasch, Student Trustee
Absent: Kimberly Hastings Cristelli

Chair O’Neill requested anyone calling in to state their name when speaking or making a motion for the record. He also asked those not speaking to keep their devices on mute.

Chair O’Neill indicated for the record that per Illinois Governor Pritzker’s disaster proclamation through August 21, 2021, allows the temporary suspension of the Open Meetings Act (OMA) requirements for a quorum of members to be physically present, allowing call-in trustee participation to constitute a quorum. He also noted that this meeting is being conducted as a hybrid, with both in-person and virtual participation.

III. MINUTES

It was moved by Mr. Murphy and seconded by Mr. Coleman to approve the unapproved minutes of the Special Meeting/Board Retreat held June 12, 2021, and the unapproved Minutes of the Regular Meeting held June 15, 2021.

ROLL CALL VOTE taken on approval of minutes for the Special Meeting/Board Retreat held June 12, 2021, and the unapproved Minutes of the Regular Meeting held June 15, 2021:

Yes: Barrett, Coleman, Kirkwood, J. Murphy, O’Neill
Absent: Cristelli, P. Murphy
Student
Advisory: Yes

Motion carried.

IV. AUDIENCE PARTICIPATION

None.

V. BOARD REPORTS AND/OR REQUESTS

5.1 Student Trustee Report

Ms. Wietasch reported that Multicultural Student Affairs recognized Juneteenth, which will also be recognized as a state holiday in Illinois. She reported that she was honored to be able to write a letter to her fellow students about getting vaccinated and why being vaccinated is important. She also reported that students were eligible until October 1 to receive free tuition for one-credit hour in the fall semester for submitting their vaccination card.

Before moving into the reports of administration, Mr. O’Neill reported that Moraine Valley submitted several nominations for the Illinois Community College Trustees Association (ICCTA) awards program this year. Dawn Fredrikson, senior administrative assistant to the president and board liaison, was nominated and selected to win the Professional Board Staff Member award and was advanced to the Association of Community College Trustee’s (ACCT) central region. Other ICCTA nominees were Forest Reeder, chief of the Tinley Park Fire Department and 2020 alumni Hall of Fame inductee, for Distinguished Alumnus of the Year and Dr. Maha Sweis-Dababneh, associate professor of Arabic, for the Outstanding Full-Time Faculty Member award. Student Elizabeth Kazmierczak won the college’s student essay contest and was entered into the ICCTA’s Paul Simon Student Essay Contest on “How My Community College Has Changed My Life.” The ICCTA executive committee also selected Dr. Sylvia Jenkins to receive the Advocacy Award for her

outstanding leadership roles as the college president and chair of the Illinois Council of Community College Presidents.

Mr. O'Neill also acknowledged three retirements for August, including Nancy Woodard, professor of Computer Information Systems, who retired August 6 after teaching at the college since 2000; John DiGangi, instructor of Addictions Studies, retiring August 31, having been with the college since 1977; and Patricia Frain, Human Resources Specialist, also retiring August 31, after serving at the college since 2002. On behalf of the Board and the administration, Mr. O'Neill congratulated the ICCTA award winners and wished each of the college's retirees a long, healthy, and happy retirement.

VI. REPORTS OF ADMINISTRATION

6.1 President's Report

Dr. Jenkins thanked Trustee Wietasch for writing a letter to students encouraging vaccinations, indicating that the college is doing its best to encourage as many people as possible to be vaccinated.

- Higher Learning Commission (HLC) Assurance Argument Overview – Dr. Sharon Katterman, Director of Resource Development and Institutional Effectiveness, reported on the college's next steps in its accreditation process, referred to as the assurance argument, which is similar to a self-study and will be due April 2022. The college is following an Open Pathway accreditation process, which is a 10-year accreditation cycle and in year four, the college must submit an assurance argument report to document compliance with the accreditation criteria, through narrative and evidence documentation. She outlined the process, from submission, evaluation, questions from the evaluators, and indicated that as long as there are no issues raised by the reviewers, the report is then considered final. A follow-up report is submitted later, in year six, and between years four and ten, the college also works on a major quality improvement project. Dr. Katterman indicated that once the assurance argument is submitted, the college will begin working on its quality initiative.
- Return to Work (RTW) Updates – Dr. Margaret Lehner, Vice President of Institutional Advancement, reported that the Safe Return to Work document was updated July 26 with protocols for physical distancing and masking from the Illinois Board of Higher Education and the Illinois Community College Board. Physical distancing is set at three feet within classrooms

where feasible. Indoor masking will continue. With the fall semester, the college's food vendor will provide food service in the café as students return to campus. Dr. Lehner reported that 61% of 915 eligible employees over the summer have reported their vaccination status to Human Resources. Additionally, 70% of the college athletes have been vaccinated and are continuing to receive vaccinations. The college, in cooperation with the Cook County Department of Public Health, has offered vaccination clinics on campus—upcoming dates of August 24 and 26 are also open to the public. She reported that 676 students qualified to receive a one-credit hour refund of in-district tuition for uploading proof of their vaccination. Dr. Lehner indicated that with the uptick in the Covid-19 Delta variant and the number of unvaccinated employees, the college reconsidered a full return of staff to campus and will continue a staggered schedule through September for non-essential employees to be back on campus at least three days a week. All offices will operate with pre-pandemic hours in order to support students and college operations. This will continue to be reassessed in light of conditions. Dr. Lehner also reiterated the administration's commitment to keeping its employees and students safe and healthy.

Dr. Jenkins thanked all the faculty and staff who work with the Return to Work task force since its inception 18 months ago. She reported that the college is offering 2204 sections of classes this fall, 41.5% of which are in-person. Social distancing is adjusted from six feet to three feet, based on latest recommendations, and most classrooms are able to accommodate 24 students. The in-service on Thursday, August 19, will be a hybrid format with Administrative Council in person and a Webex platform for faculty and staff.

Chair O'Neill noted for the record that Ms. Murphy was having some audio issues but is now in attendance.

Ms. Murphy thanked everyone for all the hard work going on and shared that her niece and nephew recently attended a summer STEM class for ages 12-14 that was taught by Lexi Langellier. She wanted to thank Ms. Langellier publicly for the great job she did keeping the students enthusiastic and engaged, indicating that her niece and nephew learned a lot and enjoyed the program.

VII. COMMUNICATIONS

None

VIII. FINANCIAL STATEMENT

FOR JUNE 2021:

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$125,797,023.42 will be filed for audit. (DOCUMENT A - SUPPLEMENT TO MINUTES)

8.2 Budget Report

(DOCUMENT B - SUPPLEMENT TO MINUTES)

8.3 Investments

(DOCUMENT C – SUPPLEMENT TO MINUTES)

FOR JULY 2021:

8.4 Treasurer's Report

Treasurer's Report showing an ending balance of \$118,562,075.73 will be filed for audit. (DOCUMENT D - SUPPLEMENT TO MINUTES)

8.5 Budget Report

(DOCUMENT E - SUPPLEMENT TO MINUTES)

8.6 Investments

(DOCUMENT F – SUPPLEMENT TO MINUTES)

CONSENT AGENDA (IX – XII):

It was moved by Mr. Murphy and seconded by Mr. Coleman to approve the following consent agenda items:

IX. WARRANTS

The warrant summaries are presented to the Board.

FOR JUNE 2021:

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$11,506,872.80
9.3	Operation & Maintenance Fund	1,929,451.43
9.4	Operation & Maintenance Fund (Restricted)	435,860.31
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	586,148.31
9.7	Restricted Purpose Fund	15,328,501.89
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	50.00
9.10	Audit Fund	-0-
9.11	Liability, Protection & Settlement Fund	-0-

(DOCUMENT G - SUPPLEMENT TO MINUTES)

FOR JULY 2021:

9.1	Account Expenditure Summaries	
9.2	Education Fund	\$9,511,966.37
9.3	Operation & Maintenance Fund	636,783.30
9.4	Operation & Maintenance Fund (Restricted)	-0-
9.5	Bond & Interest Fund	-0-
9.6	Auxiliary Enterprise Fund	410,606.82
9.7	Restricted Purpose Fund	1,043,439.40
9.8	Working Cash Fund	-0-
9.9	Trust and Agency Fund	(4,548.00)
9.10	Audit Fund	-0-
9.11	Liability, Protection & Settlement Fund	-0-

(DOCUMENT H - SUPPLEMENT TO MINUTES)

X. REPORT OF PERSONNEL

Chair O'Neill publicly identified the nature of the agenda items contained in the Report of Personnel.

10.1-1 Full-Time

ShaBree Drink – Job Resource Specialist, Job Resource Center – effective 8/30/21

Edgar Herrera – Police Officer, Police Department – effective 8/30/21

Debra Savage – Director of Nursing Program, Career Programs – effective 8/30/21

William Schaaf IV – Groundskeeper, Campus Operations – effective 8/30/21

Laura Vazquez – Secretary II, Code of Conduct and Student Life – effective 8/30/21

(DOCUMENT I - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT J - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence

Jenine Galka – Associate Professor, Developmental Mathematics, Developmental Education – L.O.A. (Parental) 11/8/21-12/17/21

Lisa Rispoli – Special Events & Donor Relations Manager, Foundation – L.O.A. (Parental) 10/29/21-2/3/22

(DOCUMENT K - SUPPLEMENT TO MINUTES)

10.1-5 Resignations/Terminations

Shannon Blameuser – Applications Support Specialist, Enterprise Applications & Web Services – resignation effective 6/25/21

Erick Cervantes – Community Service Officer, Police Department – resignation effective 6/11/21

Christopher Crnkovic – Director, IT Project Management, IT Projects & Applications Services - resignation effective 8/6/21

China Dostal – Web Services Manager, Enterprise Applications & Web Services - resignation effective 9/3/21

Emmanuel Esperanza – Assistant Dean, Enrollment Services, Student Development - resignation effective 8/20/21

Nicholas Hutchison – Information Security Specialist, Infrastructure & Network Services - resignation effective 7/2/21

Vanessa Kincaid – P.T. Community Service Officer, Police Department – resignation effective 6/27/21

Sandra Leonard – Administrative Assistant, VP Administrative Services – resignation effective 8/13/21
Anthony Marcasciano – Manager, Instructional Development Services – Center for Teaching & Learning - resignation effective 8/6/21
Elizabeth Montei – Departmental Assistant, Learning Enrichment and College Readiness - resignation effective 7/9/21
Brenda Rodriguez – Career Connections Student Success Specialist, Corporate, Community & Continuing Education - resignation effective 8/20/21
Sanah Siddiqui – Project Management Coordinator, IT Projects & Applications Services - resignation effective 8/20/21
Amanda Sidorowicz – Digital Media Coordinator, Multimedia Services – resignation effective 8/5/21
(DOCUMENT L - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement - Faculty

John DiGangi – Instructor, Addictions Studies, Career Programs – retirement effective 8/31/21
Ann Marie Jagiella – Associate Professor, Nursing, Career Programs – retirement effective 5/20/22
Nancy Woodard – Professor, Computer Information Systems, Science, Business & Computer Technology - retirement effective 8/6/21
(DOCUMENT M - SUPPLEMENT TO MINUTES)

10.1-5(b) Retirement – Support Staff

James Matela – Maintenance Mechanic IV, Campus Operations – retirement effective 9/30/21
(DOCUMENT N - SUPPLEMENT TO MINUTES)

10.1-6 Reclassifications (Promotions, Transfers, Corrections, etc.)

Donald Allen – from Departmental Assistant, Articulation, to Program Assistant, Student Success – effective 8/23/21
Maria Judith Betancourt – from Custodian, Campus Operations, to Departmental Assistant, Adult Basic Education – effective 8/23/21
Glenn Carpenter – from Photographer/Digital Asset Specialist, Marketing & Communications, to Visual Media Coordinator – effective 8/30/21
Jeffrey Carpenter – from Tutor Specialist, Learning Enrichment & College Readiness, to Tutor Coordinator – effective 8/30/21

Kipp Cozad – from Coordinator of Tutoring & Literacy, Learning Enrichment & College Readiness, to Manager of Tutoring and Literacy – effective 8/30/21

Mark Derdzinski – from Associate Professor, Communications, Liberal Arts, to Professor – effective Academic Year 2021-2022

Jessica Ganta – from Secretary II, Marketing & Communications, to Digital Marketing Specialist – effective 8/30/21

Letitia Hayes – from Assistant Professor, Librarian, Learning Resource Center, to Associate Professor – effective Academic Year 2021-2022

Paul Kristopaitis – from Groundskeeper, Campus Operations, to Warehouse Worker, Shipping & Receiving – effective 8/23/21

Samuel Martin – from System Administrator, Infrastructure & Network Services, to Information Security Specialist – effective 8/23/21

Lisa Mittler – from Instructor, Accounting, Science, Business & Computer Technology, to Assistant Professor – effective Academic Year 2021-2022

Kevin Navratil – from Associate Professor, Political Science, Liberal Arts, to Professor – effective Academic Year 2021-2022

Angela Nicholson – from Instructor, Nursing, Career Programs, to Assistant Professor – effective Academic Year 2021-2022

Kelli Nickols – from Assistant Professor, Nursing, Career Programs, to Associate Professor – effective Academic Year 2021-2022

Ashley Pala – from P.T. Community Service Officer, Police Department, to F.T. Community Service Officer – effective 7/19/21

Tianna Richards – from Coordinator of Multicultural Student Affairs, Multicultural Student Affairs, to Manager of Multicultural Student Affairs – effective 8/30/21

Kevin Scalzo – from Applications Developer, Application & Web Services, to Senior Applications Developer – effective 8/30/21

Maha Sweis-Dababneh – from Associate Professor, Arabic, Liberal Arts, to Professor – effective Academic Year 2021-2022

Gabriela Vargas – from Program Assistant, Student Success, to Human Resources Assistant, Human Resources – effective 8/23/21

Tamra Williams – from Assistant Professor, Nursing, Career Programs, to Associate Professor – effective Academic Year 2021-2022

Angelo Zito – from User Support Services Specialist, Client Services, to Support Analyst – effective 8/23/21

(DOCUMENT O - SUPPLEMENT TO MINUTES)

XI. UNFINISHED BUSINESS

None.

XII. NEW BUSINESS

Chair O’Neill identified the nature of the agenda items contained in New Business.

12.1 Affiliation Agreement with Lakeview Family Medical Care (Medical Assistant)

It is recommended that the Board of Trustees approve the affiliation agreement with Lakeview Family Medical Care for Medical Assistant.
(DOCUMENT P - SUPPLEMENT TO MINUTES)

12.2 Education Affiliation Agreement with Loyola University Medical Center (Respiratory Therapy)

It is recommended that the Board of Trustees approve the education affiliation agreement with Loyola University Medical Center for Respiratory Therapy.
(DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.3 Affiliation Agreement with Recovery Concepts (Addictions Studies)

It is recommended that the Board of Trustees approve the affiliation agreement with Recovery Concepts for Addictions Studies.
(DOCUMENT R - SUPPLEMENT TO MINUTES)

12.4 Affiliation Agreement with MidAmerica Orthopaedics, S.C. (Radiologic Technology)

It is recommended that the Board of Trustees approve the affiliation agreement with MidAmerica Orthopaedics, S.C. for Radiologic Technology.
(DOCUMENT S - SUPPLEMENT TO MINUTES)

12.5 New Board Policy #8230: Finance – Fund Balance

It is recommended that the Board approve Board Policy #8230 – Finance: Fund Balance, as presented.
(DOCUMENT T - SUPPLEMENT TO MINUTES)

12.6 Approval of FY22 Budget

It is recommended that the Board of Trustees adopt the FY 2022 Budget.
(DOCUMENT U - SUPPLEMENT TO MINUTES)

12.7 Code Blue Pole Upgrades Bid

Whereas, Airport Electric Co., of Chicago, Illinois, submitted the lowest responsible and responsive bid, it is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of \$218,263.00 to Airport Electric Co., for the Code Blue Pole Upgrades Bid.
(DOCUMENT V - SUPPLEMENT TO MINUTES)

12.8 WiFi Network System Replacement Purchase

Wireless Access Equipment, Antenna, and Associated Management Software

Whereas SHI International, Inc. of Somerset, New Jersey, has submitted IPHEC contract pricing for the purchase of four hundred and forty seven (447) indoor access points, sixteen (16) outdoor access points, forty four (44) extended performance access points, four (4) point-to-point access points, and forty eight antennas, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to SHI International, Inc., in the amount of \$402,715.53 to be purchased with CARES grant funds.

Wireless Access Equipment Installation

Whereas Applied Communications Group of Schaumburg, Illinois has submitted the lowest responsible proposal for the installation of wireless access equipment, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to Applied Communications Group in the amount of \$45,630.00 using CARES grant funds.

Total cost of this purchase: \$448,345.53
(DOCUMENT W - SUPPLEMENT TO MINUTES)

ROLL CALL VOTE TAKEN on Consent Agenda Items 9.1, 9.2, 9.3, 9.4, 9.5, 9.6, 9.7, 9.8, 9.9, 9.10, and 9.11; 10.1-1, 10.1-2, 10.1-3, 10.1-4, 10.1-5, 10.1-5(a), 10.1-5(b), and 10.1-6; and 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 12.7, and 12.8:

Yes: Barrett, Coleman, Kirkwood, J. Murphy, P. Murphy,
O’Neill
Absent: Cristelli
Student
Advisory: Yes

Motion carried.

It was moved by Mr. Murphy and seconded by Ms. Kirkwood to approve Agenda Item 12.9.

12.9 Resolution providing for the issue of not to exceed \$28,000,000

General Obligation Refunding Bonds (Alternate Revenue Source) of Community College District No. 524, County of Cook and State of Illinois, for the purpose of refunding certain outstanding bonds of said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, authorizing the sale of said bonds to the purchaser thereof, and authorizing the execution of an escrow agreement in connection thereof.

It is recommended that the Board of Trustees approve the resolution providing for the issue of not to exceed \$28,000,000 General Obligation Refunding Bonds (Alternate Revenue Source) of Community College District No. 524, County of Cook and State of Illinois, for the purpose of refunding certain outstanding bonds of said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, authorizing the sale of said bonds to the purchaser thereof, and authorizing the execution of an escrow agreement in connection thereof.

(DOCUMENT X - SUPPLEMENT TO MINUTES)

Trustee Beth Kirkwood, Secretary, read into the public record the full title of the resolution for Agenda Item 12.9:

Resolution providing for the issue of not to exceed \$28,000,000 General Obligation Refunding Bonds (Alternate Revenue Source) of Community College District No. 524, County of Cook and State of Illinois, for the purpose of refunding certain outstanding bonds of said Community College District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds, authorizing the sale of said bonds to the purchaser thereof, and authorizing the execution of an escrow agreement in connection thereof.

ROLL CALL VOTE TAKEN on Agenda Item 12.9:

Yes: Barrett, Coleman, Kirkwood, J. Murphy, P. Murphy,
O'Neill
Absent: Cristelli

Student
Advisory: Yes

Motion carried.

XIII. MISCELLANEOUS

None.

XIV. AUDIENCE PARTICIPATION

None.

XV. ADJOURNMENT

The meeting adjourned at 6:52 PM.

BOARD REPORTS AND/OR REQUESTS

- | | | |
|-----|---|--------|
| 5.1 | ACCT Leadership Congress Report – B. Barrett, P. Murphy | Verbal |
| 5.2 | Student Trustee Report – Wietasch | Verbal |

REPORTS OF ADMINISTRATION

6.1 President's Report

Verbal

- FY2021 Audit Report
- Enrollment Report

COMMUNICATIONS

- | | |
|---|----------|
| 7.1 Letter from ILACADA (IL Academic Advisors Assoc) re Award for Outstanding Advisor Administrator (Sumeet Singh) | Enclosed |
| 7.2 Letter from ILACADA (IL Academic Advisors Assoc) re Award for Outstanding Advisor (Kimberly Golk) | Enclosed |
| 7.3 Letter from Government Finance Officers Association (GFOA) re Certificate of Achievement for Excellence in Financial Reporting FY2020 Comprehensive Annual Financial Report/CAFR) | Enclosed |

From: Huckelberry, Dawn
Sent: Monday, September 27, 2021 12:24 PM
To: Singh, Sumeet
Cc: Engle, Jaimie
Subject: ILACADA Academic Advising Administrator Award

Sumeet,

It is my honor to inform you that you were selected to receive the award of Outstanding Academic Advising Administrator for the 2021-2022 academic year.

You will receive a free membership in ILACADA and registration for the 2022 Annual Conference. You are also eligible to receive up to \$60 reimbursement for travel expenses related to attending the Conference.

Please submit a recent photograph, so that we can feature you as an award winner on the ILACADA website.

On behalf of the ILACADA Executive Board, I extend our warmest congratulations. Thank you for your excellent service to students and your contributions to the academic advising profession.

Kind Regards,
Dawn

Dawn Huckelberry

Dawn Huckelberry, M.A.
Senior Academic Advisor
Integrative Studies Program Advisor
IL Academic Advising Association (ILACADA)



This to certify that

Sumeet Singh

Is hereby awarded

Outstanding Academic Advising Administrator

for the 2021-2022 academic year.

23

Having been nominated and selected in the prescribed process, the duly authorized officials have hereto scribed their name as confirmation of qualification, this Twenty Third day of September, Two Thousand Twenty-One.

Jaimie Engle

Jaimie Engle, President

Dawn Huckelberry

Dawn Huckelberry, VP / President Elect

From: Huckelberry, Dawn
Sent: Monday, September 27, 2021 12:24 PM
To: Golk, Kimberly
Cc: Engle, Jaimie
Subject: ILACADA Academic Advising Administrator Award

Kimberly,

It is my honor to inform you that you were selected to receive the award of Outstanding Academic Advisor, Primary Role for the 2021-2022 academic year.

You will receive a free membership in ILACADA and registration for the 2022 Annual Conference. You are also eligible to receive up to \$60 reimbursement for travel expenses related to attending the Conference.

Please submit a recent photograph, so that we can feature you as an award winner on the ILACADA website.

On behalf of the ILACADA Executive Board, I extend our warmest congratulations. Thank you for your excellent service to students and your contributions to the academic advising profession.

Kind Regards,
Dawn

Dawn Huckelberry

Dawn Huckelberry, M.A.
Senior Academic Advisor
Integrative Studies Program Advisor
IL Academic Advising Association (ILACADA)



This to certify that

Kimberly Golk

Is hereby awarded

Outstanding Academic Advisor, Primary Role

for the 2021-2022 academic year.

25

Having been nominated and selected in the prescribed process, the duly authorized officials have hereto scribed their name as confirmation of qualification, this Twenty Third day of September, Two Thousand Twenty-One.

Jaimie Engle

Jaimie Engle, President

Dawn Huckelberry

Dawn Huckelberry, VP / President Elect



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

9/21/2021

Sylvia Jenkins
President
Moraine Valley Community College, Illinois

Dear Dr. Jenkins:

We are pleased to notify you that your comprehensive annual financial report for the fiscal year ended June 30, 2020 qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. This award has been sent to the submitter as designated on the application.

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and give appropriate publicity to this notable achievement. A sample news release is included to assist with this effort.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,

Michele Mark Levine
Director, Technical Services



GOVERNMENT FINANCE OFFICERS ASSOCIATION
NEWS RELEASE

FOR IMMEDIATE RELEASE

9/21/2021

For more information contact:
Michele Mark Levine, Director/TSC
Phone: (312) 977-9700
Fax: (312) 977-4806
Email: mlevine@gfoa.org

(Chicago, Illinois)—Government Finance Officers Association of the United States and Canada (GFOA) has awarded the Certificate of Achievement for Excellence in Financial Reporting to **Moraine Valley Community College** for its comprehensive annual financial report for the fiscal year ended June 30, 2020. The report has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the report.

The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources, and practical research for more than 21,000 members and the communities they serve.

**MORAIN VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 524
TREASURER'S REPORT
MONTH ENDED SEPTEMBER 30, 2021**

FUND	BEGINNING BALANCE	RECEIVED	DISBURSED	ENDING BALANCE
EDUCATION FUND	\$53,763,793.60	\$11,493,268.06	\$6,393,942.18	\$58,863,119.48
OPERATION & MAINT FUND	10,375,294.45	1,687,656.90	769,998.69	11,292,952.66
OPERATION & MAINT (RESTR.)	16,728,208.82	223,506.14	127,154.90	16,824,560.06
BOND & INTEREST FUND	4,803,688.00	1,324,392.23	0.00	6,128,080.23
AUXILIARY FUNDS	11,523,644.91	498,525.67	651,564.26	11,370,606.32
RESTRICTED PURPOSE FUNDS	6,520,408.78	6,686,482.56	6,454,147.12	6,752,744.22
WORKING CASH FUND	13,908,677.18	7,192.61	0.00	13,915,869.79
TRUST & AGENCY FUNDS	186,262.95	(1,840.33)	9,886.59	174,536.03
AUDIT FUND	147,471.42	16,011.07	10,000.00	153,482.49
LIAB, PROTECT & SETTLE FUND	227,119.18	160,493.20	8,767.25	378,845.13
TOTAL	<u>\$118,184,569.29</u>	<u>\$22,095,688.11</u>	<u>\$14,425,460.99</u>	<u>\$125,854,796.41</u>

ENDING BALANCE REPRESENTED BY:

PETTY CASH & CHANGE FUNDS	\$22,550.00
HUNTINGTON BANK	CHECKING ACCT 1,077,955.83
FIRST MIDWEST BANK	CHECKING ACCT 8,820,155.21
FIRST MIDWEST BANK	TRUST ACCTS 962,658.27
WINTRUST MAXSAFE	MONEY MARKET 2,077,297.27
IL METROPOLITAN INVESTMENT FUND	MONEY MARKET 10,222,768.76
IL METROPOLITAN INVESTMENT FUND	1-3 YEAR FUND 7,289,595.44
IL SCHOOL DIST LIQUID ASSEST FUND	VARIOUS 11,904,924.54
IL PUBLIC TREASURERS FUND	VARIOUS 5,171,649.81
SHORT TERM INVESTMENTS	VARIOUS 60,469,074.64
LONG TERM INVESTMENTS	VARIOUS 17,836,166.64
TOTAL	<u>\$125,854,796.41</u>

ACCOUNT EXPENDITURE SUMMARIES

<u>AGENDA ITEM</u>	<u>FUND</u>	<u>AMOUNT</u>
9.2	EDUCATION FUND	\$6,393,942.18
9.3	OPERATION & MAINTENANCE FUND	769,998.69
9.4	OPERATION & MAINTENANCE (RESTR) FUND	127,154.90
9.5	BOND & INTEREST FUND	-
9.6	AUXILIARY ENTERPRISE FUND	651,564.26
9.7	RESTRICTED PURPOSE FUND	6,454,147.12
9.8	WORKING CASH FUND	-
9.9	TRUST AND AGENCY FUND	9,886.59
9.10	AUDIT FUND	10,000.00
9.11	LIABILITY, PROTECTION & SETTLEMENT FUND	8,767.25
	TOTAL	<u><u>\$14,425,460.99</u></u>

10.0 REPORTS OF PERSONNEL

10.1-1	Full Time	Enclosed
10.1-2	Part Time/Supplemental/Other	Enclosed
10.1-3	Salary Revisions	None
10.1-4	Leave of Absence (LOA)	None
10.1-5	Resignations/Terminations	Enclosed
10.1-5(a)	Retirement – Support Staff	Enclosed
10.1-6	Reclassifications (Promotions, Transfers, Corrections, Etc.)	Enclosed

SUBJECT REPORT – Full Time

Christina Cotta	Departmental Assistant Transfer Center and Counseling & Career Development Center	Effective: 10/25/21
Jeffrey Page	Media Specialist Multimedia Services	Effective: 11/8/21
Ken Potocki	Program Assistant Student Success	Effective: 10/25/21
Nathan Tabay	User Support Services Specialist Client Services	Effective: 10/25/21
Kathryn Wachtor	Assistant Dean, Enrollment Services Student Development	Effective: 10/25/21

RECOMMENDED ACTION

That the above be employed.

SUBJECT REPORT - Resignations/Terminations

Every Ivy	Job Resource Specialist Job Resource Center	Effective: 10/12/21
Michael Loveday	Senior Web Content Specialist Marketing & Communications	Effective: 10/1/21
Alejandro Ruiz	User Support Services Specialist Client Services	Effective: 9/27/21
Joseph Urchak	Manager, Enterprise Systems Network Operations	Effective: 10/22/21

RECOMMENDED ACTION
That the above be approved as presented.

Retirement – Support Staff

The following employee has submitted a notice of retirement per date listed:

Tim Conrath	Maintenance Mechanic IV Campus Operations	1/6/22
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RECOMMENDED ACTION

It is recommended that the request for retirement be approved as presented.

S U B J E C T R E P O R T – Reclassifications (Promotions, Transfers, Etc.)

<u>Name</u>	<u>Present Position</u>	<u>Action Taken</u>
Lauren Zajac	Education Specialist Adult Basic Education Administrative & Professional	Reclassified to: Assistant Dean Student Success Effective: 10/25/21

RECOMMENDED ACTION
That the above be approved as presented.

NEW BUSINESS

- | | | |
|-------|--|----------|
| *12.1 | Affiliation Agreement with Riveredge Hospital (Nursing) | Enclosed |
| *12.2 | Affiliation Agreement with University of Chicago Medical Center
- Ingalls Hospital (Phlebotomy) | Enclosed |
| *12.3 | Acceptance of FY2020 Audit | Enclosed |
| *12.4 | Acceptance of FY 2021 Audit | Enclosed |
| *12.5 | Learning Management System (LMS) Renewal Proposal | Enclosed |

ACCEPTANCE OF AUDIT

The FY2020 Audit was previously presented. The recommendation is to accept the Audit. It is included as a separate document.

Recommended Action:

It is recommended that the Board of Trustees accept the Audit for the fiscal year ending June 30, 2020. A copy of the Audit was filed with the State of Illinois.

ACCEPTANCE OF AUDIT

The FY2021 Audit has been presented. The recommendation is to accept the Audit so that it can be submitted to the state. It is included as a separate document.

Recommended Action:

It is recommended that the Board of Trustees accept the Audit for the fiscal year ending June 30, 2021 as presented. A copy of the Audit will be filed with the State of Illinois.

TO: Dr. Pamela Haney, Vice President for Academic Affairs
Mr. Kamlesh Sanghvi, Vice President for Information Technology

FROM: Dr. Cynthia Anderson, Dean Academic Development and Outreach
Dr. Sara Gallagher, Assistant Dean, Center for Teaching & Learning
Lisa Lezon Dyrda, Manager, LMS and Online Learning, Center for Teaching & Learning
Scott Leturno, Academic Technology Professional and LMS Administrator

DATE: October 1, 2021

RE: **Learning Management System Renewal Proposal**

In January 2017, the college initiated a five (5) year contract with Instructure for the Canvas learning management system (LMS). An LMS is used for training, administering, reporting, and delivering content for online courses and classroom teaching.

During the summer of 2019, discussions began regarding the renewal of the Canvas platform and contract. Multiple stakeholders were consulted, including faculty, students, and the Center for Teaching & Learning (CTL) staff, who maintain the system. Over the past five (5) years, Instructure has provided the college with a stable system, excellent customer support, and extensive resources for faculty and students. Through these discussions, positive user feedback, and positive market trend analysis, the stakeholders recommended proceeding with renewing the college's contract with Canvas. As of Fall 2020, Canvas has become the market leader in North American market for learning management systems.

With 80.60% adoption in Fall 2017 compared to 89.1% adoption in Fall 2019 and increased to 97.6% in Fall 2020 during the pandemic, usage of the Canvas platform at the college has grown steadily in the last five (5) years. As of April 2020, the CTL has formally trained over four hundred forty (440) faculty in the use of Canvas for remote learning. Canvas is being used in a rich and diverse manner, including the addition of student services information to aid students during remote learning conditions, as well as integrations of new tools such as digital books and online labs. Additionally, the CTL engages faculty through multiple committees such as the Online Learning Advisory Committee and the Canvas Advisory Committee.

RECOMMENDED ACTION:

It is recommended that the Board of Trustees approve Instructure's proposal for the continued use of the Canvas learning management system and custom URL in the amount of \$951,251.50, spread across a term of five (5) years. The cost breakdown is as follow beginning January 1, 2022: Year 1-\$177,872.00; Year 2-\$184, 947.75; Year 3-\$190,403.75; Year 4-\$196,115.50; and Year 5-\$201,912.50.